

1. Can you move me earlier than my PRD?

We appreciate your willingness to move early, and we will keep you in mind if we have a need to move you early. However, as policy we plan to leave you at your present assignment until around your PRD. You will see us moving people early, but it is because we have a short notice fill, usually operational.

Your Projected Rotation Date (PRD) is established by tour length from your reporting date in order to provide stability for your command and you. It is not an exact date for moving you next; we have some flexibility, but we try not to vary more than 2-3 months on either side.

2. What educational programs are available for chaplains through the Navy?

Education enhances chaplains' abilities to deliver ministry across the broad spectrum of Sea Services assignments; therefore, continuing education remains a high priority for the Chief of Chaplains.

Opportunities for continuing education abound in the Navy, from training of 1-2 hours up to graduate level education spanning months. Chaplains can - and should - avail themselves of these opportunities as often as possible. Described below are two excellent opportunities to consider requesting in order to develop your gifts in providing ministry.

Funded Graduate Education. *Certain billets within the Sea Services require specialized graduate education for chaplains prior to their assignment. We currently have eleven chaplains each year attending Navy authorized civilian institutions. Chaplains attend a nine-month Masters degree program in one of the following six areas:*

- *Homiletics and Liturgy (1410)*
- *Religious Education (1420)*
- *Religion in Culture (1430)*
- *Pastoral Counseling (1440)*
- *Ethics (1450)*
- *Ecclesiastical Communications Management (1470)*

Quotas for each program area are determined annually based on the needs of the Navy. The Chief of Chaplains makes final selection for subspecialty field assignment. Eligibility criteria for selection into the funded graduate education program includes: LCDR or LCDR(sel) chaplains who will complete their graduate education with no more than four years time in grade; no prior degree funded through the Navy's graduate education program; PRD accommodates move; ability to fulfill utilization tour; and an indication in block 3 of the Officer Preference and Personal Information Card of the chaplain's interest in the program.

Pastoral Care Residency. *A one year program preparing chaplains for professional ministry and pastoral crisis intervention in operational and health care settings. This program integrates four units of Clinical Pastoral Education into diverse military environments. Emphasis is placed on peacetime and field hospitals, hospital ships, contingency platforms, humanitarian operations, and support facilities that serve incarcerated and addicted personnel. The Pastoral Care Residency (PCR) program provides additional education and training to assist individuals and families in crisis, trauma or under physical, emotional or spiritual distress. The PCR program is offered at NMC Portsmouth, VA and NNMCMC Bethesda/Walter Reed Army Medical Center in Bethesda, MD. The same eligibility criteria apply to Pastoral Care Residence as Funded Graduate Education.*

Some of you will seek off-duty education to develop your gifts/skills. Check with your nearest Navy Campus for information on Tuition Assistance, which will pay up to 75% of your tuition costs.

3. What is Leadership Continuum Training? And how do I get the training?

The Chief of Naval Operations has directed that officers attend Leadership Continuum Training at designated points in their careers. To comply with that directive, we are sending chaplains to the appropriate training as enroute training during PCS moves (your command may also send you at local expense). Here's how we're doing it.

The Chaplains School now has a two week Staff and Leadership Course for LCDRs. For those LCDRs and LCDR selects whose PRD will accommodate the class schedule, we write orders for you to attend the Staff and Leadership Course for two weeks, then two more weeks at the Chaplains School for the Advanced Officers Leadership Training Course (AOLTC)(non XO)taught by the Chaplains School staff. For those LCDRs and LCDR selects whose PRD will not accommodate the class schedule at the Chaplains School, we write orders for enroute training at either NAB Little Creek or NAB Coronado. You will need to attend the two week Staff and Leadership Course on your next PCS move.

For Lieutenants with two or more tours, we are writing your orders to attend the Intermediate Officers Leadership Training Course (IOLTC) at either NAB Little Creek or NAB Coronado.

4. Is there anything in the area? (or, “What do I need to do next to have a well-balanced career?”)

Get a variety of tours - operational, overseas, staff, hospital, specialized (e.g., CREDO), joint, staff, Coast Guard. Don't stay in one geographical area forever. Take the "hard" assignment.

The Chief of Chaplains has published a "Navy Chaplain Corps Career Development" chart. There are varieties of assignments listed for each grade, in fact more than any one person could hope to be assigned to in a career. So, no two careers should look just alike.

Study the chart. Determine your needs in consultation with a mentor, then call us to discuss your next assignment. We'll discuss general direction for your career needs (let us know if discussion with your mentor differs from our advice), then discuss specific assignments.

5. My board meets in two weeks. (or, "What do I need to do to get my record ready for the board?")

We recommend that you order your microfiche at least 6 months before your board convenes. The fiche is a copy of the electronic personnel record maintained by Navy Personnel Command at Millington, Tennessee. You may order your fiche by faxing your request to NPC 313C at commercial (901) 874-2664 (DSN 882).

After receiving your fiche, go over your record with a senior chaplain/mentor. Any missing items should be sent to the appropriate NPC code. Missing FITREPs go to NPC 311; missing photos go to NPC 313C. Do not send to the detailer! We are not the official channel; we do not make runs over to Selection Boards.

If you wish to write a letter to the board, you may address to the President of the board considering you.

For addresses for each of the above, and for more detailed information, get a copy of the latest career issue of Perspective. I recommend you make copies for your file of the pertinent pages of this important Career Issue. It contains a wealth of information that will help you manage your career. You may also find the addresses and other pertinent information (including a sample letter to the board) at www.bupers.navy.mil. When you get the web page, go to "Selection Boards" and make your selections.

6. You know I leave in three months. (or, "Where are my orders?")

*We strive to get your orders to you 4-6 months before your detachment month. We get your orders started in the system soon after a decision is made on your next assignment. Before the orders can be released, they must go through different NPC codes. Depending upon the number of codes and who, your orders can take anywhere from several days to several weeks to work through the chop chain. Please don't start calling us about your orders until at least a month has passed from the decision on your assignment. If you have questions about your orders, call **RP1(FMF) Schadler** at **DSN 882-3996**, e-mail p4414e1@persnet.navy.mil.*

7. I've changed my plans. (or, "Can I get an ORDMOD?")

We make the commitment to get your orders to you early enough to plan your move. We request that you let us know before we release the orders of any particular issues that will affect your move. Once the orders are released, we will not do ORDMODs unless we made an error, there is an operational necessity, or extenuating circumstances exist that will cause a severe hardship (e.g., don't ask for an ORDMOD so you can detach two days early!) Each ORDMOD has to go back through the chop chain, creating extra strain on personnel and systems.

8. What is the process for writing my orders?

We fill out a "prop" sheet that includes information on your present duty station, your proposed duty station, how long your next tour is, whether you will get enroute training, etc. The prop sheet then goes to our order writer, who does the actual input into the computer.

What happens next determines how long before you get your orders. The computer program takes the input and sets up a "chop chain" that determines how many NPC (Navy Personnel Command) codes look at your proposed orders before they go to cost review and on to the message center for release.

Now some of you think that we delay your orders because we don't really like you, and therefore, we want you to sweat the move. The closer to your actual move date we get you your orders, the more difficult we make it for you! Actually, we push the orders through quickly, because we don't want you to keep calling us about them!

Every set of orders will go through gaining and losing "placement officers" (responsible to commands to ensure that commands are manned to the authorized level by the most qualified officers). Losing placement (representing the command you're now at) may not pass on your proposed orders until a relief is named. Gaining placement (representing where you're going) may have to nominate you and get approval before passing on your proposed orders. Read "delay" in getting your orders out.

That's the simplest set of orders. Let's say you've got a child enrolled in the Exceptional Family Member program; your proposed orders are for overseas. Your orders will go through a code that chops on whether that's allowed due to your child's EFM status. Or you've had some problem in the last 3-4 years passing the PRT; special interests has to chop on your proposed orders. Or the Detailer agreed to try to move you from overseas three months before your PRD (he'd never do that!). You're on your way to the Admiral's desk!

You can see that there's more to getting your orders to you than just quickly running them through the computer. That's why it's important to start working on your next assignment

early enough to allow for the delays. Our goal is to get orders to you 4-6 months in advance of your move. To do that we need to start talking with you 9-12 months out from your PRD.

9. I'm approaching my initial three-year obligation in the Navy. What do I do to request an Indefinite Extension on Active Duty?

*It's quite simple! Simple request from your church's endorsing agent an indefinite extension on active duty. Once you receive your church's blessing to remain on active duty, provide a copy of the ecclesiastical endorsement at least nine months prior to your Minimum Service Requirement to the CHC Officer Community Manager, **Ms. Veronica Berto** in the Chief of Chaplain's office. Indefinite Extension boards convene twice each year -- May and November. ALNAV 216/99 refers.*

10. What is JPME?

Joint Professional Military Education (JPME) is important for assignment to "joint billets." Chaplains completing JPME Phase I will receive education and skills preparing them for joint chaplain billet assignments. There are currently 18 chaplain billets that rotate among the three Service chaplaincies. This is a growing list. There are three ways to receive JPME Phase I education: resident; nonresident; and correspondence. Commencing August 2000, the Chaplain Corps has two JPME resident student seats per year for LCDRs. The first is at the Naval War College (NWC) and the second at the Marine Corps Command and Staff College.

Additionally, all Service war colleges enroll both nonresident seminar students and correspondence students in their JPME Phase I programs. NAVADMIN 128/00 addresses the 2000-2001 Naval War College nonresident seminar program providing JPME phase I credit. The NWC nonresident seminar program is currently offered in 21 regional locations for academic year 2000-2001. If you are interested in the correspondence course, please contact the web site of each Service war college for more information.

Successful completion of any Phase I course awards a chaplain with an AQD of JS7, which is prerequisite for matriculation through Armed Forces Staff College (AFSC) resident course (JPME Phase II). Student quotas are also available for Armed Forces Staff College (AFSC) JPME Phase II classes. The Armed Forces Staff College focuses on joint and combined operations. The college curriculum is structured to develop understanding and appreciation of the various national, agency, and Service interests and concerns that bear on the common defense. The curriculum is designed to promote a spirit of cooperation and understanding that is critical to any joint or combined endeavor. A limited number of quotas are available for chaplains who have previously completed the JPME Phase I portion conducted at the individual Service Intermediate-

Level and Senior-Level professional military education institutions (via resident, non-resident or correspondence).

Additionally, there is a newly identified need for Navy Chaplains equipped to provide ministry in joint military organizations that regularly practice airborne operations. Currently, the Navy's inventory of jump qualified chaplains is extremely small. Although airborne qualification would not assure a chaplain's future joint assignment, it would enhance the chaplain's breadth of assignability and professional skills. The U.S. Army Airborne School, Fort Benning, GA offers the Basic Airborne Course (BAC) to qualify volunteers in the use of the parachute as a means of combat deployment and to develop leadership, self-confidence, and an aggressive spirit through mental and physical conditioning. Attendees accept the challenge of continuing this tradition and the high standards they must attain in order to graduate. Provided the chaplain meets the prerequisite criteria identified in paragraph 6 of Chief of Chaplains FOCUS 02/00, the chaplain can receive a BAC student quota.

*For more information regarding chaplain participation with JPME or BAC please contact **CDR Charlotte Hunter, CHC, USN**, Head of Professional Development, at (703)695-8522 (DSN 225) or via e-mail at hunter.charlotte@hq.navy.mil.*